

**Milton Town Council Meeting
Milton Library
121 Union Street
Thursday, August 15, 2013
6:30 p.m.**

**Transcriptionist: Helene Rodgville
[Minutes are Not Verbatim]**

1. Call to Order – Mayor Jones called the meeting to order at 6:30 p.m.
2. Moment of Silence
3. Pledge of Allegiance to the Flag
4. Roll Call – Mayor Jones

Vice Mayor Booros	Present
Councilman West	Present
Councilman Cote	Present
Councilwoman Parker-Selby	Present
Councilman Collier	Present
Mayor Jones	Present
Councilwoman Patterson	Absent

5. Additions or Corrections to the Agenda
Mayor Jones: Are there any additions or corrections to tonight's agenda? Hearing none, can I get a motion to approve the agenda.
6. Agenda Approval
Councilman Collier: Motion to approve the agenda, as written.
Councilwoman Parker-Selby: Second.
Mayor Jones: Any discussion? All those in favor say aye. Opposed. Motion is carried.
7. New Business – Discussion and possible vote on the following items:
 - a. Budget for fiscal year 2014
Mayor Jones: The budget hat has been prepared by the Town Manager, Mr. Abbott, has been in your possession now since the August 5th meeting. Is there anyone who would like to start the discussion, please feel free. We can take turns, a little bit at a time.
Would you like to start?
Councilman Collier: Why not?
Mayor Jones: Just keep us apprised of where you are, if you would, so we can follow along.
Vice Mayor Booros: Can I ask a question? We are using the budget that was given to us at last Council Meeting?

Mayor Jones: No, I am using the budget that was enclosed in my budget book.

Vice Mayor Booros: Budget book?

Councilman Cote: The one we should be using was the one that came emailed dated August 7th.

Mayor Jones: Email 8/7?

Councilman Cote: Email 8/7. I don't believe the line items changed, correct me if I'm wrong. The line items did not change, it was just the formulas that... Because the one in the book is the same one we had that had the formula problems. The August 7th version does not have the formula problems and one line might be different.

Win Abbott: There was a total formula for the Code Department that was incorrect and one other; but nevertheless at the end was the reduction of the proposed capital outlays in the cover letter.

Councilman Cote: The one line that I noticed was different and I don't know if there are others, but I noticed just the one and that was in the Admin Training and I'm going to find it, there it is, it's on page 3...

Vice Mayor Booros: Mr. Abbott, is this your only copy? I can share with Councilman West.

Win Abbott: No we have another twenty right here.

Councilwoman Parker-Selby: I need one of those too.

Councilman Collier: The changes are minor.

Councilman Cote: It's just the way the totals add up.

Mayor Jones: Okay, everybody's now on the same page?

Councilman Cote: I'm going through where I started, because that was the line that changed and it's page 3, account 200-5345, about a third of the way down the page. In the previous version it was \$4,000 and now it is \$3,000 for Training.

Councilman West: Could you repeat that number again?

Councilman Cote: It's 200-5345, Training and Seminars.

Councilwoman Parker-Selby: And I'm sorry, you said you changed it from what?

Councilman Cote: It was \$4,000 in the previous version and it's \$3,000 in this version.

Councilwoman Parker-Selby: And why was it changed from \$4,000 to \$3,000?

Win Abbott: It was necessary in order to create a balanced budget. The budget that was circulated prior to the Council Meeting for August had errors in two of the formulas; as a result the net revenues were less. So most of the things that got taken out were in the capital expenditures, for example, the telephone system for Town Hall, has been taken out altogether. But one item in the regular operating expenses was reduced and that was Training for the Admin Department. It was reduced from \$4,000 to \$3,000 in order to create a balanced budget.

Councilwoman Parker-Selby: Okay.

Councilman Cote: Now, going back to page 1, Property Taxes, second line. I know we'd like to be conservative, but this number, correct me, represents the number that essentially would have been billed back in the winter or early...

Win Abbott: That is correct, Sir and it is explained in the narrative; but very simply it comes down to this. The \$814,000 number represents the complete amount that was billed for this current year; we're expecting that we're going to have another 20 homes on the roles by the time we collect all the revenues for the next year; however, generally, there's about 4% of the property taxes that are uncollected during a given year. They

might get collected later, but some places are still in foreclosure, people are late and so on. The 4% reduction of the total amount, represents a smaller number than our projection for fiscal year 2014; is less than what the full amount would be if we collected everything next year.

Councilman Cote: Well, I mean there are some existing... because the and I don't remember the gentleman's name, the assessor...

Mayor Jones: Hickey.

Councilman Cote: Yes, has been ill for awhile and there are a number of homes that are finished, waiting to be assessed.

Win Abbott: True.

Councilman Cote: Do we know how many there are? And in your comment in the narrative, about the Dogfish Head properties and you indicated that it looks like only about \$2,000 for the taxes on those?

Win Abbott: Correct.

Councilman Cote: Which is about three or four of the new homes? And it just seems low to me.

Vice Mayor Booros: Could I interject? Yesterday's newspaper estimated it to be a \$54 million build-out from that new warehouse facility. I can't believe that the property taxes are that low for a \$54 million building.

Win Abbott: We only know what we know right now. True, it is news to us and it could be more, you could project more, so that's what Councilman Cote is saying. What we have here in the budget is a very conservative figure. I think what he's getting to is that you could increase our projected revenues from property taxes X amount. I don't know where exactly...

Councilman Cote: I don't know what the X is either at this point.

Vice Mayor Booros: But that gets billed in January, for next year?

Win Abbott: Yes. So that's what's on the table here. Councilman Cote is saying to you, this number in the Town Manager's draft budget of \$814,000 in projected property taxes to be collected, is a very conservative number. It could be higher. If you're looking for ways to balance the budget, with a little bit more projected revenue, that might be a place to start.

Vice Mayor Booros: Actually I'd rather see the windfall when it comes in and not count on it.

Mayor Jones: I would too.

Win Abbott: They had that discussion in the Finance Committee Meeting too. So there you have it.

Councilman Cote: Further thought on that. I don't know when we get to find out. Are they looking for a CO soon?

Win Abbott: I don't know. I can't project exactly when.

Councilman Cote: Okay.

Mayor Jones: I'd like to just ask a quick question about our assessor. Is he the only one in his company that does the assessment?

Win Abbott: No, as a matter of fact, his son has been stepping up and has been very responsible. I could follow up with him tomorrow and see if I can get you some more up-to-date information.

Mayor Jones: No, I just wanted to make sure that the process had not stopped with his

illness. As long as the assessments are being done by his company, even though not by him directly, that's a good thing.

Win Abbott: His son has been picking up the building permits and records for this. He picks them up monthly, but usually we get a quarterly update on what our assessment roles should be. I'll find out when the next quarterly update is and make sure that we're on track with that.

Councilman Cote: Thank you.

Councilwoman Parker-Selby: Would you explain the \$2,500 for Luther Towers in lieu of taxes? Explain that to me, please.

Win Abbott: When you take, for example, Cape School District buildings. They don't pay property taxes. Well Luther Towers is owned by the church and they are exempt from having to pay property taxes, however we worked out an agreement several years ago, where in lieu of taxes, they're simply just going to send us a check for \$2,500 a year. Now they missed a year, so when you look at the records it looks like last year it went up to \$5,000 and our projection this year is to come back down to \$2,500; but that's simply because they missed a year. We asked them to ante up and they did, so it's \$2,500 a year under an agreement that was done in 2004, something like that and they've been honoring that.

Councilwoman Parker-Selby: Alright, thanks. Fines, that's \$34,800 on page 1 and I noticed that there's a \$10,000 drop for the 2014 proposal. How did we determine that or get that idea?

Win Abbott: We have a reduction of one-third of our police force, so it's a reduction of enforcement and fines are directly related to the amount of officers that we have on the street for a number of hours.

Councilman Cote: Wasn't that number the Police Department submitted \$30,000?

Win Abbott: It was.

Councilman Cote: And we raised it \$2,500.

Win Abbott: Well we didn't, I did.

Councilman Cote: You did, okay.

Win Abbott: I'm trying to base it on a ratio of the number of officers that we would have on the streets for the number of months. My expectation, when I first did this, was not knowing exactly when we would get how many officers, my projection was based upon the fact that my proposal to Mayor and Council and the Ad Hoc Committee analysis, said we would hire one officer right away, that's ready to go in October and another one that would be ready to go in January. Now that's how I created a ratio. The total number of officers that would be on the street for a portion of the year, and came up with that number that was a little bit higher than what they said.

Mayor Jones: On that line, I did receive an email from Captain Hawkins and I thought I had passed that on to you Mr. Abbott, that the municipal class was going to begin in October of this year. They do expect that class to be twenty weeks. They just need the number of 14 to 20 recruits for the State Police to start that. While we are still on page 1, Mr. Abbott, under Franchise Fees, 4990 in the top quarter; we're due to renegotiate this year. Will we see any increase in that income, or is this slight increase reflective of that.

Win Abbott: No Ma'am. We're due to renegotiate in the coming year, but that won't be for a contract effective until 2015. Now just for your benefit, the current franchise fee is based upon the total bill for services provided for Comcast Cablevision to the

consumers, in the amount of 3%; however, the FCC limit for that is 5%, so we have an opportunity to increase our revenue from Franchise Fees starting probably in the second quarter of the year 2015; it depends upon how well we renegotiate things in the coming year.

Mayor Jones: Alright, thank you.

Councilman Cote: Account 350-4940, Tidewater Sewer Account Maintenance. That's what we charge Tidewater for providing the information so they can bill the citizens. That's been that same rate since inception? Well, in light of the fact that the citizens got a 100% increase, or are getting 100% increase, we should... and based on the costs that have gone up over that time, we should probably increase this and I wouldn't be opposed to it being \$10,000.

Win Abbott: That is entirely up to the Council to decide. I just want to remind you all that this is a dynamic relationship that we have and most of these costs end up getting passed onto the consumer anyway. It's not found money, so just keep that in mind. You'll do what you think is the right thing to do.

Mayor Jones: I'd like to base that recommendation, Councilman Cote, not on what the consumers in Milton have been increased; but rather the cost of the new meters that have gone in, the slight salary increase to the employees that work on gathering that information, but I would strongly suggest we do not predicate it on our own costs, having been passed to us. But I do agree with you and we would need to come up with a figure. I think it warrants a discussion perhaps with Mr. Esposito, but keeping it at this same level I think is probably not as wise as we could be.

Councilman Cote: I do have a question. Is this a flat fee we charge them, or so much per meter, or so much per quarter?

Win Abbott: To the best of my recollection, it is a flat fee, but I'll find out what is the driver for that, so that we can use various factors to consider justifying any kind of rate increase.

Councilman Cote: Thank you. Next question would be 650-4600, Code Violation Fees. That's for all the billings that we might get, the \$6,000 is for the billings that we project doing for the work we have to do. I know right now in receivables, there's a lot of those violation fees that are outstanding. I would think we should either have an offsetting bad debt expense, or just lower that number, to reflect the possibility of the bad debts.

Win Abbott: Your point is well taken. Whatever it is the Council would like to do with that number.

Vice Mayor Booros: Can I ask a question about the year-to-date \$1,535. Are those code violation fees just fees, or let's say we've cut somebody's grass and we billed them \$200 and they only paid... is it the entire \$200, or does it take into account the fact that he had to pay somebody to cut it?

Win Abbott: As you recall, we just recently passed the changes to our Code Violation Fee Table, so that everything was reconciled; so there is a combination of both in there. Most of it is the costs that were recovered for exactly whatever we paid out, without the extra surcharge. Part of the projection for the higher income next year, has to do with the fact now that we've got all the parts of the Code and our Services, in line.

Councilman Cote: I think the expenses are listed under one of the other... are listed as a line item in Code Expenses, aren't they? They're not! Code Violation Expenses, which would be on page 6, 650-5200. I think comparing those two numbers, it looks like most

of that actual for this year was billed at what we paid; the revenue and the expenses are not that much different.

Councilman Collier: While we're on the topic of revenue, I have a question and I guess this would relate to page 1, line 350-4255, Sale of Town Car. We have a police fleet that has far more vehicles than we're ever going to have officers. When can we expect to reduce that fleet?

Win Abbott: At the direction of Town Council we can do it at any time you want.

Councilman Collier: Well I have to tell you honestly, I thought it was directed once by the previous administration when they got the last new cars and it didn't happen, but that's in the past. I just wondered when that was going to come to pass and I don't imagine it will be a significant amount of revenue, but every dollar counts.

Mayor Jones: Police cars, I know that right now you're working on that fuel system with the Police Department and Mrs. Rogers. Are you able to identify from that list of vehicles, the vehicles that are truly parked and not being used; because sometimes they switch up; some remain in the same places. I know we have two K-9 vehicles. It would be my recommendation that Council look at that very carefully. I can't imagine that our dog needs both a sedan and an off-road vehicle. I would rather see a decision made on one vehicle, so there's that situation and I know that's ahead of us. But there are a number of vehicles parked there and I just didn't know if your survey was helping you identify those that had been there for awhile by their numbers.

Win Abbott: It is, but I don't have all the results yet. May I bring that to you at our next meeting?

Mayor Jones: Absolutely.

Win Abbott: And I may circulate it by way of email before then so you'll have the time to think about it.

Mayor Jones: Because we don't want to target something and then have an argument ensue with the police chief, so if we had a clear picture of, as Councilman Collier says, some of the vehicles that are parked and have been parked, that may not be in line for usage with new officers coming on board; then we would have a better idea of what vehicles we had to sell. There is also a pick-up truck behind the Public Works Building. Is that still in use Mr. Abbott? It's a white pick-up truck, I think. No? Well you would know better than I do. I get a glimpse of it, I think, from the street, but you would know better than I do.

Win Abbott: I have to check, because I know one of our new Public Works guys, parks behind the building too when he comes to work, rather than out front. So let me check it out for you.

Mayor Jones: Okay, thank you.

Vice Mayor Booros: When you were talking about the vehicles, Madame Mayor, and this might be out line here, is there anyway that we could look at last year's police fuel usage during the months of July and August vs. this year's police fuel usage to see how much was cut by the loss of the few officers that we've lost? Just to see what we're talking about there.

Mayor Jones: Sure.

Vice Mayor Booros: Because that information would probably come in handy with the Police Ad Hoc Committee in looking at the cost of the take home cars. So it may not do us any good right here, but if we're looking at the autos, we might as well look at the

fuel.

Mayor Jones: Your fuel records come in such a form to discern that. Do they not? Okay, great.

Vice Mayor Booros: They're pretty detailed. Is Councilman Cote still on his list, because you skipped one that I want to talk about.

Councilman Cote: Feel free to jump in.

Mayor Jones: I just figured we're on page 1, we might as well try to work on it that way.

Vice Mayor Booros: Boat Dock Rentals. Projected \$2,500; we're at \$1,050 and you project \$2,500 again next year. I don't necessarily believe that that's going to happen.

Win Abbott: Vice Mayor Booros, it all depends upon whether or not we approach it like a business. Now, we have done a couple of things to make it right. First of all, we actually put signs out front, so people know that the Town owns those docks. It helps us to run off trespassers, but it also has referred people to us. Since the signs went up, I've had people coming into Town Hall asking if they could rent a slip. As a matter of fact, I provided a slip, as a promotional item, for a transient boater from Lewes. He just wanted to come down, dock for two hours, to go to dinner with some friends at Irish Eyes and go back again. In this case, the whole goal of what I had proposed this time last year, with having all of the slips vacated and when everyone came back in, they all had to sign the new lease agreement that we had, which was used; because this person was new and they had to sign that agreement and I believe strongly that we have the capability of earning that much and then more now that we have the signs, we have the lease agreement and we will do advertising for it. So, frankly, I think \$2,500 is modest and the reason why we haven't earned it, is because we haven't treated it like a business, like we do for our Water Department.

Vice Mayor Booros: I'd like to see a couple of those slips left open for transient people that want to come up the river to have dinner or to shop or do something.

Win Abbott: I'm so glad you said that.

Vice Mayor Booros: Okay, so as opposed to renting all 4, 5, 6, however many there are... There's 6, I saw the little golden numbers last night and yeah, I would prefer to see that, which then would not bring you this kind of revenue end. If somebody's coming up on a Saturday afternoon and spending four hours here or on a Sunday afternoon.

Win Abbott: If you recall, at the past Parks and Recreation Meeting that we had, a year and eight months ago or something, I proposed that with a little money box and everything and Lewes does that successfully.

Vice Mayor Booros: I hadn't even thought about a little money box.

Mayor Jones: Does Lewes cap the hours that those boat visitors need to be away from those docks in the evening?

Win Abbott: You know, they do, but when I called to follow up, it is really self-regulating, because they have a Dock Master there, but he has limited hours and the police don't visit there often, so the expectation that it is going to be strictly monitored like that, I think might be a little bit more than we can expect to get; but nonetheless having signage and putting people on notice, having our Police Department and our Town Council and everybody buying into this whole notion of this being an enterprise within the Town, is going to make it work, as opposed to us being passive and hoping something happens.

Mayor Jones: I did notice last night, in the park, whatever has been done to the boat

docks has been a great improvement.

Win Abbott: Just a little bit at a time.

Vice Mayor Booros: And while we're there, business license revenue? I'm going to go with year-to-date. Do we not intend to capture any of these business licenses this year for people that don't have town business licenses, during this fiscal year, or are we going to wait until next fiscal year to try to catch them.

Win Abbott: I just got the spreadsheet with the comparison between the State of Delaware business license holders for home-based businesses and the Town. I just got that spreadsheet today.

Vice Mayor Booros: Today?

Win Abbott: Yes.

Vice Mayor Booros: Because your Code Enforcer has had it for three months; two months, three months maybe.

Win Abbott: Well, it's true, I just got it today. It's not like he's not been doing anything though. You've seen his monthly reports. Nonetheless, we can go after those persons who have businesses in Town and increase the bottom line for this revenue category for this year.

Vice Mayor Booros: For this year, as well as next year.

Win Abbott: Yes, Sir.

Vice Mayor Booros: I want to see this year's.

Councilwoman Parker-Selby: Speaking to that, how or will someone explain to me, this program they were talking about on WBOC last night, where the Town of Milton would be giving three free months business licenses, or something? Can you explain that program? I just kind of caught the end of it, but I did hear...

Win Abbott: I did not see the news, but I know all about this.

Councilwoman Parker-Selby: Okay and how would that affect us?

Win Abbott: This is a State of Delaware, Delaware Economic Development Office Program that is modeled after something that's been done by various Main Street organizations throughout the country for a number of years. It's called the Pop-Up Program and the Town is not doing anything for them, per se, but the owner's of vacant retail locations are providing an opportunity for people to start businesses in there, by providing them with three months of free rent. If they make it, then they can continue paying on a regular basis. So, this is the Pop-Up concept, simply put, and it is being promoted by the Delaware Economic Development Office. Our Economic Development Committee, group of volunteers, went out and solicited the participation of one property owner that has some vacancies. They said yes and we may just have a new shop in Town as a result of it.

Councilwoman Parker-Selby: So when they do decide, after their three months of free rent, then they would be paying the Town, right, for a license?

Win Abbott: Yes, Ma'am.

Councilwoman Parker-Selby: After that. Okay.

Mayor Jones: Just as an update, I took a call on that this afternoon at my home. It's one of the vendors that has shown up at the Farmer's Market and I explained that to them last week. She called wanting even more information and they're very, very excited about making their application to DEDO. Still on the first page, 650-4608, Miscellaneous Fees Collected. What does that encompass, Mr. Abbott? Invoices only? Types of bills that

might be covered there? It's projected low, but it looks like we've made a little bit of money there this year so far.

Win Abbott: I can't say Ma'am. If you'd like for me to get a Budget Transaction Audit Trail so you can see each one of those, I'll be glad to do that.

Mayor Jones: Well not necessarily each one, I just wasn't sure of the type of invoices, Administrative, Code, if that was defined there. Anyone else with issues on page 1 of revenues? Questions? Moving on.

Councilman Collier: I don't, in particular, have any questions regarding Grants Receipts; they're pretty much cut and dry, with the exception that we're still not sure about the State Legislative Grant for signs, or we were left with an uncertain feeling about that at our last meeting?

Win Abbott: Yes, I had a meeting with Sen. Lopez and it is still quite uncertain. There is, first of all, as we gathered from the last meeting, that is not eligible for CTF Funding; however, there are other ways to resolve unique problems and indeed, this one is unique. There's not a particular grant program for this. Sen. Lopez is very interested in working with the Town and finding a partnership to resolve this, between the Town, the Homeowner's Association, and his office. But once again, there is no existing program for this, simply a sincere interest on his part to help us resolve the problem.

Councilman Collier: Well should we not strike this from the grant receipts then and reduce that total amount?

Win Abbott: That is at your discretion, Sir.

Councilman Collier: Well if it's an in the air number, rather than throw \$10,000 in there and let anybody have the impression that they already had a \$10,000 head start on the total, I'd just as soon see it struck; and reduce that amount by \$10,000.

Vice Mayor Booros: I agree.

Councilman Collier: And when the money comes, it's like found money, but let's not give the impression... I don't want a citizen to read this budget and think, alright, particularly somebody that's in this circumstance, to think that that's already there and they've got a \$10,000 head start; because we don't have any guarantees. So rather than give that impression, I'd rather give the impression that we don't have anything.

Win Abbott: Understood.

Councilman Collier: Okay.

Mayor Jones: To take your explanation to me, just one step further, if I may. Sen. Lopez still understands that the decision for the funding, rests on Mayor and Council and it will be Mayor and Council's decision of the figure, the total sum of the proposed signage for Cannery Village. Mayor and Council will need to decide on how, where the revenue comes from, whether the combination of town funds, Homeowner's Association funds, and then Sen. Lopez would like to be apprised of the balance. Does everybody understand that?

Vice Mayor Booros: Yes. While we're cutting that \$10,000 off this budget, was there also an expenditure in the Police section of this budget, to cover additional monies for the same purpose?

Mayor Jones: Right and we'll get to that, I'm sure.

Vice Mayor Booros: Okay.

Mayor Jones: But you are right. Yes.

Councilman Collier: Then that brings me to my next comment. I would like to put

before Council and I'll be happy to make it in the form of a motion, that we take each individual department budget and we have each department manager address their operating expenses; exclusive of salaries and benefits and such and capital expenditures; and charge them with reducing their department's expenses by 10%. Let them make the choice as to what line they want it to come out of, where they think they can take the hit, rather than us, as Council, arguing this thing line by line. Let's get their bottom line first.

Vice Mayor Booros: Is that a motion?

Mayor Jones: Well...

Councilman Collier: I will make that in the form of a motion.

Vice Mayor Booros: I didn't know if you did or not.

Mayor Jones: The only thing I would ask, if I may before you make that...

Councilman Collier: Let's get a second first.

Councilwoman Parker-Selby: Second.

Vice Mayor Booros: Now, can we discuss it?

Mayor Jones: Yes.

Vice Mayor Booros: The only thing I would suggest is if we do do that, that it be in the form of an extra column added to this spreadsheet, showing where it came from, so that we don't have to go line by line by line by line.

Councilman Collier: I would be happy to...

Vice Mayor Booros: I agree, but I would like to be able to compare it to what it was today vs. what it is tomorrow.

Councilman Collier: I would be happy to include that in my motion, but we also have to consider one other item and that is if we're going to charge them with this, we have to give them adequate time to do it and we have to have adequate time for the documents to be available for the public discretion. So that puts us into a scheduling issue, because we've already pre-scheduled some meetings without taking into consideration what I've just suggested. We'll have to amend the motion several times.

Vice Mayor Booros: It's an interesting suggestion and I would be willing to shuffle my dates around.

Mayor Jones: That was actually my only point, was that we have a tight schedule in the month of August and allowing, not only for the task of the department heads, but allowing Mr. Abbott to have that collective data in his hands, in advance of the Public Hearing, so that that information is shared fully with the public. Councilman Collier what are you looking at as far as a timeline for asking the department heads to respond to this request?

Councilman Collier: Well, it's really putting the pressure on them, but this is what these guys get paid for, to take the pressure; but I would like to see it by the 20th, which we have a meeting scheduled for, which we can very well cancel and reschedule a meeting, let's see seven days, that would be the 27th, would be rescheduled. The meeting that was initially intended for the 20th for the Public Hearing. I know that that's a very tight turn table, but these gentlemen prepared these budgets, so they should very well know where if and where they added any fat.

Mayor Jones: Okay and if you cancel the 20th, we still have a budget meeting scheduled for the 22nd as a full Council. Are you giving consideration enough time, because that would still have to be updated for Council's review by the 22nd; I'm just thinking ahead; whatever changes the Council makes and requests, as of the 22nd, the turnaround is two

business days, one of which Mr. Abbott is not here; is not available on the 23rd. You would be asking for the turnaround to be posted for the public by the 27th. That turnaround to me would be tight. Just that one.

Councilman Collier: Well, in order to do it and have everything in a timely fashion, now you're talking about extending getting our budget done into September; which we actually have the month of September to work with, because we've got until the end of the month. I know that everybody would like to get this done and over with, but I want to get it done right and I don't want to sit here and fight line by line and have to listen to some of the same stuff that I listened to from the other side of this table.

Councilwoman Parker-Selby: This process you're talking about, these first time department heads...

Councilman Collier: It would be the first time in my knowledge, that the Council has ever directed the department heads, the department heads to take this budget and trim it by a percentage. I realize that it's a balanced budget at this time, but it's a balanced budget without including some things that are facing us. Just last meeting, I presented recommendations for street repairs and it's budgeted at \$14,000 and that's quite a shortfall and it has to come from somewhere.

Councilwoman Parker-Selby: I agree with the concept, because that's basically where I've come from in the past when you ask the department chairs if it's too much or too little, you go back and they look over it, so I think that's a great idea.

Councilman Collier: You know, the flexible part in this is, I threw 10% out there. If the Council, as a whole wants to discuss and come to a consideration to reduce that, that's fine, but the big thing for us right now, I think, is to figure out the timing so that we can properly prepare... the documents can be properly prepared, properly noticed and available to the public, because we don't need a FOIA issue over our budget. It might come off like last minute, but this is the first opportunity we've had to really present any such idea.

Vice Mayor Booros: Councilman Collier I agree with you. I want to be real conservative with the income coming in, just like Councilwoman Patterson and I were last year and I have a problem with us only being \$14,000 in the good at the end of the year. I would like to see us be in the good... We have a lot of things crawling down our back right now.

Councilman Cote: Actually, Vice Mayor Booros, you're only \$4,000 in the good, because you took the \$10,000 out.

Vice Mayor Booros: That's right, so now we're only \$4,000.

Councilwoman Parker-Selby: Right.

Councilman Cote: The plan is to take the \$10,000 out.

Vice Mayor Booros: And I know we're being conservative on the income, but that's still too tight for me. There's too many other things banging on our door right now.

Mayor Jones: But you're also taking the expenditure out of the police line for those same signs, so don't forget that you have that coming back.

Vice Mayor Booros: I would suggest that we take that expenditure out of the police tonight, so that doesn't become part of the 10% that's cut from the police budget.

Councilman Cote: That can be done.

Vice Mayor Booros: I've tried going there.

Councilman Collier: I'm just of the opinion that if we as a Council feel that their budget needs to be cut. Let the people who have to work with it and live with it, make the cuts,

or make the effort to cut it.

Vice Mayor Booros: Are you going to restate your motion?

Councilman Collier: I don't know. I could restate it, but we're still going to have to figure out a few things like dates and times...

Mayor Jones: We're still in discussion right now. Let's do that.

Councilman Collier: I understand where we are.

Mayor Jones: Okay.

Councilman Collier: If we have to continue beyond tonight, we're still looking at having to change our timetable and our schedule.

Mayor Jones: Considering the motion on the table, I just want to be sensitive to the time this evening, in case any Council had a particular issue with line items of expenditures in any of the departments, so that perhaps those department heads could be guided with how Council is looking at that. If not and you just want to make the motion as it is in their hands, that's fine. One of the things that concerns me the most, that we are looking to raise the salaries of the Police Department; I don't know that we're going to get it out of the contingency funds that may include the salary increases. Mr. Abbott made that statement during the August meeting; whether or not those funds should be exclusively used for that, nor whether it would be enough to be used for that. It would leave other things bare and considerations left out. So perhaps you are right in taking the tack of leaving it to the department heads.

Councilman Collier: Well I don't want them to look at salaries or benefits or any of that thing; that's not what I'm putting in front of you for consideration. They have to run this place day to day and they know what they can live with and what they can live without, better than you or I.

Mayor Jones: Is there the option for justification, if a department head simply feels they are unable to cut? May they state that to Council and the why?

Councilman Collier: I'm happy to hear it, but I want to hear it.

Mayor Jones: Okay.

Vice Mayor Booros: What I don't want to hear is all the department heads stand here and say I can't cut anything; because then we're right back to square one. We've wasted two meetings and I'm going to cut it for them.

Councilman Collier: Well, I've put a number out there. If somebody comes back to me and says I've tried and I can't hit here, but I'm here. I want to see an effort. I believe that we're entitled to see an effort from them, if they're truly our department heads and this is truly their budget.

Mayor Jones: Could we spend just a little bit more time on the logistics of this schedule, before we firm up a motion?

Councilman Collier: Sure.

Councilman Cote: Can I have a thought? Based on this motion, we want folks to cut 10%. We as a group haven't looked at that \$450,000 of expenses remaining after you take away salaries and benefits; to agree or disagree on what's in there and whether we think some of it should be more, some of it should be less and we already know that we want them to go back and cut 10%? If we look at it and we come up with some other suggestions, or other numbers, I'm not certain... and granted there are timing issues and all that... but in terms of this group as a whole, looking at what makes up the \$450,000, to see if we think it ought to be \$425,000 or we think it ought to be \$500,000 based on

whatever it is we know.

Vice Mayor Booros: Councilman Cote, where I came from they would take last year's budget and if last year's budget was \$500,000, they would say we're cutting it 10%, so when you submit this year's budget come up with a 10% cut, because you're only getting this amount of money.

Councilman Cote: Correct me if I'm wrong, but wasn't that a bigger organization than this?

Vice Mayor Booros: Probably, yes.

Councilman Cote: Yes, I think so.

Mayor Jones: We do get back into Councilman Collier's right and I certainly have been on Council long enough to know that I have sat in these seats and fussed and argued with department heads, sometimes to no avail whatsoever; and often said and still feel that the department heads are in charge of their expenditures and know best where they have bulked up and I can tell you where some of these numbers are bulked up; they're very easy to see for me. But I'd rather put the charge back and the ownership on a department head, rather than my second guessing where they need to cut.

Vice Mayor Booros: I agree.

Mayor Jones: I can certainly offer many suggestions, but ownership of the budget by a department head, is just that.

Councilman Cote: I agree. I agree with that. I'm just coming up with one example right here and it is account 200-5240. It's on page 3.

Mayor Jones: Legal Fees.

Councilman Cote: Do we know that that's the right number, or do we think that's going to be more, or less?

Councilman Collier: Well somebody wrote the number. It would be their option to rethink it, and reduce it, or find it somewhere else. I would be terribly surprised if a department head took their budget and reduced each and every line by 10%, because there are some places that I think they know they need exactly what they asked for and there's other places they put it in... we got this much last year, so let's go for it again this year, when maybe they don't necessarily need that.

Mayor Jones: Actually Mr. Abbott, on that line item, I made a note in my August meeting on Councilman Cote's finance consideration, that an additional \$15,000 for a specific litigation would be added to that line. Was it added anywhere else? The number remains the same.

Win Abbott: No.

Councilman Collier: Well I can see we're going to discuss this to death.

Vice Mayor Booros: Well we can't discuss it that much longer, we have to be out of this room in twenty minutes.

Councilman Collier: I understand that very much so.

Councilman Cote: Out of this room or out of the building?

Vice Mayor Booros: Out of the building and we still have an Executive Session.

Councilman Collier: Alright, well then I'm going to withdraw the motion, because we're not getting anywhere. We're just going round and round in circles.

Mayor Jones: I haven't called the vote.

Councilman Cote: You can call a vote.

Mayor Jones: You're withdrawing the motion?

Councilman Collier: I will let you call a vote.

Mayor Jones: Are we ready to vote? Any other discussion?

Councilwoman Parker-Selby: Yes. I believe and feel that the department heads would understand if this is the first time they've done something like this; I think they would want to feel like they're giving us an opportunity to really look at what we're doing. I think it would be a positive type of activity for them, rather than a negative. So I'm for the motion.

Mayor Jones: I can only say that right now, I don't mind calling the vote. I still believe that some consideration must be given to the schedule.

Vice Mayor Booros: But the schedule doesn't have to be discussed in this room?

Mayor Jones: I understand.

Councilwoman Parker-Selby: Can we meet two nights in a row, or something, if it would be necessary?

Mayor Jones: As long as it is noticed properly.

Councilwoman Parker-Selby: Right.

Mayor Jones: And if I'm not mistaken, Mr. Abbott, if you could guide me after we have met this evening, is it not correct that the next meeting is to be a Public Hearing?

Win Abbott: That's the way it is scheduled Ma'am and that meets our Charter requirements.

Mayor Jones: That's what I'm more interested in; the meeting of the Charter requirement means that the next meeting that this budget needs to be prepared for is for the Public Hearing.

Win Abbott: No, Ma'am, just to try to alleviate some of the pressure you might be feeling there, the protocol for a Public Hearing, what constitutes the way that the Council interacts with the public with regard to the subject, does not necessarily have to be exactly what you have done before. It says in our Charter that we have to have a Public Hearing regarding the budget, but it doesn't say exactly how. So, for example, and Mr. Davis and I had discussed this today with regard to the need for recording equipment and Planning and Zoning and the Public Hearing at the same time. All of this information, the entire Notebook that you have in front of you has been parsed into chapters, scanned and posted on our website. Everybody in the public can read everything that is out there, except for what may be on your minds, that you might not have discussed. At the Public Hearing, you can provide them an opportunity, three minutes a person, come up, come to the microphone, what are your thoughts about what our priorities should be, thank you very much for your input, we'll take that into consideration, next. That's all it has to be.

Mayor Jones: Does the Charter... I thought I had this conversation with Mr. Thompson. Does the Charter not call for that Public Hearing to be fifteen days after you presented that budget?

Win Abbott: Yes, but once again, all I'm saying is all the Public Hearing has to be is a chance for the public to have individual input into what the Council is considering when it comes to that and nothing more. So we really only need one recorder and that would be for each one of the members of the public to come up, say what's on their mind about this and sit down and then the next person goes and then we collect all that information and the Council uses that, in conjunction with whatever the department heads and the Town Manager and Finance Committee has done to cobble together what they think

should be the vision for the Town.

Vice Mayor Booros: But we still have the Public Hearing in a timely fashion next week?

Win Abbott: That is correct.

Vice Mayor Booros: Works for me.

Win Abbott: There's nothing that has to change with regard to that.

Mayor Jones: Thank you.

Win Abbott: I just wanted to let up on the pressure a little bit.

Councilwoman Parker-Selby: I will not be here then.

Vice Mayor Booros: Could we have a motion and a second on the floor?

Mayor Jones: We do. I believe we'll just take a roll call vote on this one.

Vice Mayor Booros	Yes
Councilman West	Yes
Councilman Cote	No
Councilwoman Parker-Selby	Yes
Councilman Collier	Yes
Mayor Jones	Yes

Mayor Jones: The motion is carried. We will meet on the 20th at 6:30 in this location for the Public Hearing, which has been noticed.

8. Executive Session

Vice Mayor Booros: I make a motion that we go into Executive Session.

Councilman West: I second.

Mayor Jones: Any discussion? All those in favor aye. Opposed. Motion carried. Executive Session began at 7:26 p.m.

- a. Personnel matter in which the name, competency and abilities of an individual employee are discussed

Vice Mayor Booros: I make a motion that we come out of Executive Session.

Councilman West: I second that.

Mayor Jones: All those in favor of coming out of Executive Session say aye. Opposed. Motion is carried. There is not vote coming out of this Executive Session.

9. Adjournment

Vice Mayor Booros: I make a motion we adjourn.

Councilman West: Second.

Mayor Jones: All those in favor say aye. Opposed. Motion is carried. Meeting adjourned at 7:42 p.m.